

NEBRASKA ADMINISTRATIVE CODE

Title 133 – NEBRASKA DEPARTMENT OF ENVIRONMENTAL QUALITY

Chapter 3 – COMPETITIVE GRANT APPLICATION PROCESS

001 Application deadline. Applications for grants under the Act shall be submitted in accordance with deadlines established by the Department.

002 Application. Any person eligible to receive funds in accordance with guidelines established by the Department may apply for funding pursuant to these regulations by submitting an application with supporting documentation, or on a form provided by the Department, consistent with guidelines established by the Department, and that provides the following information:

002.01 The name and address of the applicant;

002.02 A detailed narrative description of the scope of work for the project;

002.03 Grant amount requested;

002.04 A detailed itemized budget for the project that includes:

002.04A Grant funds requested, and cash or in-kind match;

002.04B Personnel costs;

002.04C Travel expenses at rates not greater than those approved for the Department;

002.04D Supplies and operating expenses;

002.04E Equipment;

002.04F Contractual assistance, including the name, contact information, and the primary person for the contractor selected by the applicant and the reasons for selection of the contractor. If a contractor has not been selected by the time of filing the application, the applicant shall describe the process to be used to select the contractor; and

002.04G Other costs.

002.05 Proposed grant timeline;

002.06 Contact person, if not the applicant;

002.07 A description of how the project meets the criteria established by the Department in the Program Priority System; and

002.08 A description of how the grant recipient intends to demonstrate or verify completion and performance of grant commitments.

003 Written bids for equipment purchase or contractual services. An applicant must obtain at least three written bids from non-related entities for equipment purchase or contractual services costing \$5,000 or more before funds are disbursed. The written bids do not need to be submitted with the application. If the applicant is unable to obtain three written bids from non-related entities, the applicant shall submit a written rationale for why the Department should consider a waiver to this requirement.

004 Application rejection. An application may be rejected by the Department for any of the following reasons:

004.01 Failure to meet eligibility requirements established by the Department;

004.02 Failure to submit information and documentation sufficient to evaluate the application;

004.03 Failure to submit the application by the deadline established by the Department;

004.04 Falsification, concealment, or misrepresentation of any information in the application;

004.05 Failure to comply with applicable regulations;

004.06 The applicant is in violation of, or delinquent on, any condition of a previously awarded grant by the Department or any other state agency, or the applicant failed to adequately comply with the terms of such previous grant;

004.07 The applicant has proposed expenditures for grant project activities or components that are unnecessary or that exceed the usual and customary costs for such activities or components;

004.08 Activities for which funding is requested are already funded by other grant funds for the same time period or a previous time period;

004.09 The applicant has requested funding for a supplemental environmental project or other activity required pursuant to judicial or administrative order related to the application;

004.10 Adequate funds are not available; or

004.11 Other appropriate factors as determined by the Department.

Enabling Legislation: Neb. Rev. Stat. §§81-1549, 81-1561, 81-1562 (Reissue 2008)

Legal Citation: Title 133, Ch. 3, Nebraska Department of Environmental Quality

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